

MINUTES
**TRANSPORTATION ASSET MANAGEMENT COUNCIL
BRIDGE COMMITTEE MEETING**

April 19, 2018 at 1:00 p.m. – 5:00 p.m.
Aeronautics Building, 2nd Floor, Commission Conference Room
2700 Port Lansing Road
Lansing, Michigan

**** Frequently Used Acronyms List attached.**

Committee Member:

Rebecca Curtis, MDOT – Chair

Wayne Harrall, KCRC

Brian Vilmont, Prein & Newhof, via Telephone

Al Halbeisen, OHM Advisors

Bill McEntee, CRA

Support Staff:

Scott Bershing, MTU

Mark Holmes, DTMB/CSS

Polly Kent, MDOT

Chris Gilbertson, MTU

Dave Jennett, MDOT

Gloria Strong, MDOT

Members Absent:

Keith Cooper, MDOT – Vice-Chair

Joanna Johnson, RCKC/CRA

Brad Wieferich, MDOT

Don Disselkoen, MAC

Gary Mekjian, MML

Public Present:

None

1. Welcome - Call-To-Order - Introductions:

The meeting was called-to-order at 1:04 p.m.; brief introductions were made.

2. Public Comments on Non-Agenda Items:

None

3. Additions or Deletions of Agenda Items:

4. Consent Agenda (Action Item):

4.1. - Approval of the March 22, 2018 Meeting Minutes (*Attachment 1*)

The Bridge Committee did not have enough members present for a quorum to make a motion on the meeting minutes. The March 22, 2018, meeting minutes will be added to the June 19, 2018, meeting agenda.

5. Update Items:

5.1. – FY 2018 TAMC Culvert Pilot Project Data Collection – C. Gilbertson

5.1.1. – MTU-CTT Work Plan Executive Summary (*Attachment 2*)

A copy of the 2018 TAMC Culvert Pilot Work Plan Summary from the Technical Assistance Activities Program for MTU-CTT was shared with the committee and reviewed.

5.1.2. – Correspondence to Local Agencies and Planning Regions (*Attachment 3*)

At the last Bridge Committee meeting it was determined what the data set would be and a reimbursement policy based on center line miles was created and reviewed. At the last TAMC full Council meeting the policy was approved. Letters to the Round 1 and Round 2 agencies were sent out on April 13, 2018. The committee decided that the local agencies have until May 14, 2018, in order to make their decision as to whether or not to participate in the culvert project. If agencies know they plan to participate, they can begin their data collection prior to the May 14, 2018 date and prior to their contract being amended. The time needed to amend contracts was extended until mid-June. The committee decided that photographs are not a required element, but feel it would be helpful for identification of the culverts. Most apps, such as ArcView, can be migrated into Roadsoft as long as the fields are comparable. It is the Round 2 agencies that may have the most concern because they will not know how much funding they will get until the Round 1 agencies respond.

5.1.3. – Project Training Schedule

Within the letters that were sent to the Round 1 and Round 2 agencies, the training dates and information on how to connect to the Webinar trainings were provided. CTT will hold two training Webinars on April 25 and 26, 2018, to go over culvert inventory data collection using Roadsoft LDC and the Roadsoft and culvert condition evaluation, respectively. For agencies that are unavailable to participate in those Webinars, the same training webinars will be held again on May 1 and 2, 2018.

There was concern about the “Shapes,” “Culvert Materials,” and “Road Surfaces” elements for data collection. There are many different culvert materials, such as plastic, timber boxes, aluminum, metal, and concrete. These can be rolled into the state level materials to be consistent. CSS will give MTU their parameters table so agencies who are not using Roadsoft follows the same parameter as those that use Roadsoft. For “Shapes” agencies will have the selection of arch, three-sided box, four-sided box, box, round, elliptical, multi-cell box, slab/super structures, abutment structures, and other. When an agency checks “Other” there will be a place for them to type in information. For Road Surfaces, if an agency does not have the road already in Roadsoft, they can be taught how to go to a roadway section and provide their information. MTU will have to figure out how to assist an intern doing the inspections that may not have any knowledge of the roads.

For Unit of Measure, primarily agencies use inches. If agencies decided to use feet or inches, CSS and MTU can convert it. MTU will discuss this issue with John Clark for further guidance. Agencies can use culvert data previously rated within 5 years of the inspection date. MTU will train the agencies to use a 1-10 scale and, if needed, MTU can convert them to agree with the Federal Highway Administration (FHWA) inspection ratings scale of 0-9 and place a disclaimer on it. The agencies are going to have to keep a separate log for roads that do not have culverts on them as the culvert module does not have a way to track that

information. Roadsoft keeps a GPS log and MTU will need to figure out how to extract that information.

5.1.4. Culvert Reimbursement Policy (*Attachment 4*)

A copy of the Policy for Reimbursement of Culvert Pilot Data Collection adopted on April 11, 2018, was shared with the committee and reviewed.

5.1.5. – Local Agency Participants by Planning Region (*Attachment 5*)

A draft FY 2018 Culvert Pilot Reimbursement by Region was provided. This attachment is an estimate of the dollars per RPO/MPO if there is 100% participation from all agencies. Round 1 and Round 2 agencies were sent a letter explaining what to expect from the Culvert Pilot Project if they should participate. The Work Plan goes through each of the tasks. This was provided to the RPOs. Some agencies that did not respond to the survey in time were interested in participating and the committee has decided to consider them Round 3 volunteer participants. The Round 3 volunteer participants must understand that they will not get reimbursed for their culvert data collection efforts but TAMC would welcome their data as long as they adhere to the same guidelines as Rounds 1 and 2.

6. Correspondence and Announcements:

6.1. – TAMC 2018 Spring Conference, May 22, 2018, Grand Traverse Resort and Spa, Traverse City, Michigan

Final preparations are being made for the conference and everything is going along smoothly. R. Curtis is no longer available to attend and present at the conference. A. Halbeisen has committed to do the presentation at the conference as her replacement. G. Strong will work with him to get him up-to-speed and assist him with his travel arrangements.

7. Public Comments:

None

8. Member Comments:

None

9. Adjournment:

The meeting adjourned at 2:49 p.m. The next meeting will be held June 19, 2018, at 1:00 p.m.-5:00 p.m., MDOT Aeronautics Building, 2nd Floor Commission Conference Room, Lansing.

FREQUENTLY USED ACRONYMS:

AASHTO	AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS
ACE	ADMINISTRATION, COMMUNICATION, AND EDUCATION (TAMC COMMITTEE)
ACT-51	PUBLIC ACT 51 OF 1951-DEFINITION: A CLASSIFICATION SYTEM DESIGNED TO DISTRIBUTE MICHIGAN'S ACT 51 FUNDS. A ROADWAY MUST BE CLASSIFIED ON THE ACT 51 LIST TO RECEIVE STATE MONEY.
ADARS	ACT 51 DISTRIBUTION AND REPORTING SYSTEM
BTP	BUREAU OF TRANSPORTATION PLANNING (MDOT)
CRA	COUNTY ROAD ASSOCIATION (OF MICHIGAN)
CSD	CONTRACT SERVICES DIVISION (MDOT)
CSS	CENTER FOR SHARED SOLUTIONS
DI	DISTRESS INDEX
FAST	FIXING AMERICA'S SURFACE TRANSPORTATION ACT
FHWA	FEDERAL HIGHWAY ADMINISTRATION
FOD	FINANCIAL OPERATIONS DIVISION (MDOT)
FY	FISCAL YEAR
GLS REGION V	GENESEE-LAPEER-SHIAWASSEE REGION V PLANNING AND DEVELOPMENT COMMISSION
GVMC	GRAND VALLEY METRO COUNCIL
HPMS	HIGHWAY PERFORMANCE MONITORING SYSTEM
IBR	INVENTORY BASED RATING
IRI	INTERNATIONAL ROUGHNESS INDEX
IRT	INVESTMENT REPORTING TOOL
KATS	KALAMAZOO AREA TRANSPORTATION STUDY
KCRC	KENT COUNTY ROAD COMMISSION
LDC	LAPTOP DATA COLLECTORS
LTAP	LOCAL TECHNICAL ASSISTANCE PROGRAM
MAC	MICHIGAN ASSOCIATION OF COUNTIES
MAP-21	MOVING AHEAD FOR PROGRESS IN THE 21 ST CENTURY (ACT)
MAR	MICHIGAN ASSOCIATION OF REGIONS
MDOT	MICHIGAN DEPARTMENT OF TRANSPORTATION
MDTMB	MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
MITA	MICHIGAN INFRASTRUCTURE AND TRANSPORTATION ASSOCIATION
MML	MICHIGAN MUNICIPAL LEAGUE
MPO	METROPOLITAN PLANNING ORGANIZATION
MTA	MICHIGAN TOWNSHIPS ASSOCIATION
MTF	MICHIGAN TRANSPORTATION FUNDS
MTPA	MICHIGAN TRANSPORTATION PLANNING ASSOCIATION
MTU	MICHIGAN TECHNOLOGICAL UNIVERSITY
NBI	NATIONAL BRIDGE INVENTORY
NBIS	NATIONAL BRIDGE INSPECTION STANDARDS
NFA	NON-FEDERAL AID
NFC	NATIONAL FUNCTIONAL CLASSIFICATION
NHS	NATIONAL HIGHWAY SYSTEM
PASER	PAVEMENT SURFACE EVALUATION AND RATING
PNFA	PAVED NON-FEDERAL AID
PWA	PUBLIC WORKS ASSOCIATION

QA/QC	QUALITY ASSURANCE/QUALITY CONTROL
RCKC	ROAD COMMISSION OF KALAMAZOO COUNTY
ROW	RIGHT-OF-WAY
RPA	REGIONAL PLANNING AGENCY
RPO	REGIONAL PLANNING ORGANIZATION
SEMCOG	SOUTHEAST MICHIGAN COUNCIL OF GOVERNMENTS
STC	STATE TRANSPORTATION COMMISSION
STP	STATE TRANSPORTATION PROGRAM
TAMC	TRANSPORTATION ASSET MANAGEMENT COUNCIL
TAMCSD	TRANSPORTATION ASSET MANAGEMENT COUNCIL SUPPORT DIVISION
TAMP	TRANSPORTATION ASSET MANAGEMENT PLAN
TPM	TRANSPORTATION PERFORMANCE MEASURES
UWP	UNIFIED WORK PROGRAM

S:/GLORIASTRONG/TAMC FREQUENTLY USED ACRONYMS.03.08.2017.GMS